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TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. Associate DDA		H 5-5
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REMARKS

Bill:

DD/A Registry  
51-0962

Attached per our telecon of this morning are copies of the correspondence on the [ ] commo trainee positions. The genesis is the DDCI note of 14 April to Harry Fitzwater and Maury Lipton. The note on Maury's 4 May routing slip accompanied the paper sent to the DDCI recommending reallocation of the [ ] ceiling positions we discussed on the phone earlier today. Please give me a call if you would like to discuss this further.

STAT

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Chief, Admin Group	Phone No.

5041-102

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OPTIONAL FORM 41 (Rev. 7-76)  
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FPMR (41 CFR) 101-11.206

81-7027

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DD/A REGISTRY

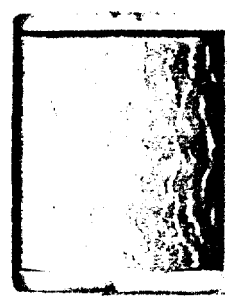
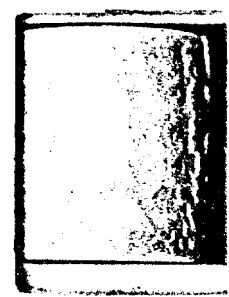
FILE: Personnel-1

D/PPM & Compt

I would like to explore  
STAT allocating ☐ billets to  
the human resource branch  
of the office of communications  
to commit to COOLs  
w/ new Comm technicians.  
Is advise

4/14

COMPT -  
RECORD COPY



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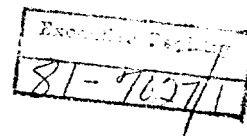
15 APR 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : Maurice Lipton  
Comptroller

SUBJECT : Positions for New Commo Technicians (U)

REFERENCE : Note for D/PPPM and Compt fr DDCI dtd 14 April 1981,  
Same Subject (ER 81-7027) (U)



1. The Agency does not maintain a pool of unallocated positions to meet new requirements. When a need arises, we generally grant component managers interim permission to exceed their ceiling, and we straighten out the formal position roster at budget time. We currently have between [ ] approved positions to provide -- in addition to the [ ] positions you want to consider for developing commo technicians. (S)

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2. Since we estimate that the Agency will be [ ] under our 1981 ceiling, the new positions are not needed until 1982. However, they will be needed in October, and we should take action now. The only way we can do so is to redistribute existing lower priority positions. We surfaced the requirements to the deputy directors at the last Comptroller Meeting and are presently awaiting their responses. I plan to send you a memorandum within the next two weeks requesting your approval of the new positions and a corresponding decrease in the allotment to the deputy directors and the DCI Area. At that time, I can include the [ ] positions for Commo. We do have a serious long-term recruiting problem facing us in Commo, and such an allocation of positions would be entirely appropriate. Please note that:

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-- If the employees are coop students who work part-time, go to school part-time, and are paid only for the time they work, then they are part-time employees who do not need positions.

-- If we pay them for both work and training time, they are full-time employees who need positions.

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Let me know what you would like to do. (S)

3. More broadly, I have ambivalent views regarding the advisability of withholding a position "reserve" to take care of the small position needs that arise during the course of the operating year. But since you

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and the DCI are making changes now, I would recommend holding back some part of the savings you get in reducing staffs for your near-term needs.  
(C)



Maurice Lipton

cc: D/PPPM

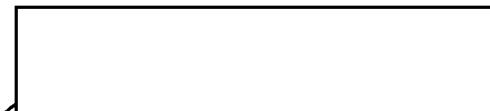
DDCI:

For your information, about one month ago we undertook a massive recruiting drive on a regional basis throughout the country to locate and recruit the specialists needed by COMMO to bring them up-to-strength. From this special effort we have five applicants cleared for EOD, [redacted] in-process and [redacted] being interviewed and tested. We have every reason to believe that this effort will succeed and will solve COMMO's short-term problem.

For some period of time we have discussed with COMMO various solutions to their longer-term need to attract on a continuing basis a sufficient number of applicants in these particular categories. The Development Complement concept was one such idea. We have also initiated conversations with COMMO on a program to attract bright high school graduates -- before graduation -- to the COMMO program, as well as other individuals, e.g., attending technical institutes, who would come to us and be trained at our expense for service in COMMO on a career basis. We are exploring other such techniques as well.

In view of our optimism for bringing COMMO up-to-strength in the short-term, I suggest that you defer any decision concerning the proposed Development Complement until such time as we can develop a more complete review of various means by which to assure that COMMO can fulfill its mission on a continuing basis.

✓ I concur with the recommendation in paragraph 3 because it would be prudent to withhold some reserve in the event the review noted above will require ceiling relief.



Harry E. Fitzwater

1. Deputy Director of Central Intelligence		
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REMARKS

We have not addressed in this paper the possible ☐ position ceiling increase for new commo technicians (which was the subject of my memorandum to you of 15 April 1981). Given the fact that the Office of Communications is still some ☐ below its authorized strength, it does not seem appropriate to provide additional ceiling positions--which can only be provided at the expense of positions elsewhere in the Agency--until the existing positions are staffed. Further, there may be a less costly way--from the standpoint of ceiling positions--to provide the means of employing and developing commo technicians. Specifically, for those applicants who are relatively young, recently graduated from high school, and have little or no pertinent communications-type training or experience, (over)

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<input type="text"/>	4E42 Hqs
Maurice Lipton, Comptroller	<input type="text"/>

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\* GPO : 1980 O - 311-155 (1)

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we could offer employment on a one-year contract. Such contract employees do not require a full-time permanent ceiling position. At or near the end of the one-year period, most of which would be committed to communications and related technical training, we would be in a better position to assess the individual's ability, potential, and long-term interest relative to career employment in the field of communications. If favorable, employment would be continued as a full-time staff employee; if not, the contract would simply be allowed to expire. This approach would make it unnecessary to commit additional ceiling positions for development purposes to the Office of Communications at this time.

ML

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